

Adjutant General's Department

5/16/2012

YOUR DIRECT LINK TO State Vacancies

POST &/or
Distribute

- Postings have a direct link to the On-line Kansas job site where the job description and application information is provided.
- **APPLICATIONS MUST BE RECEIVED BY THE CLOSING DATE FOR CONSIDERATION.**
- All positions require a security check.
- Wages listed on the website are the minimum starting wages & do not reflect present employee promotion or transfer pay rates.

<i>Open to:</i> 1-Present State employees of TAG Dept 2-All State employees' 3-Public					
<u>Location</u>	<u>*Open</u>	<u>Position</u>	<u>Title</u>	<u>Department</u>	<u>Closing Date</u>
Salina	1,2,3	Unclassified Full-time	NEW Mechanic I - Salina https://www.da.ks.gov/ps/pub/reginfo.asp?id=171715	RSMS	June 3, 2012
Salina	1,2,3	Unclassified Full-time	NEW Program Consultant – Crisis City https://www.da.ks.gov/ps/pub/reginfo.asp?id=171714	KDEM	June 1, 2012
Topeka	1,2,3	Unclassified Full-time	Critical Infrastructure Program Consultant https://www.da.ks.gov/ps/pub/reginfo.asp?id=171533	KDEM	May 21, 2012

To view online announcements directly from the electronic document, press control and click on the blue web link provided, or cut and paste the link into your browser's address bar. Complete position descriptions are available for all jobs from SHRO. You may also visit www.jobs.ks.gov and search by vacancy number for positions open to categories 1,2,3.

NEW Mechanic I **RSMS – Salina**

Requisition # 171715 – Closes – June 3, 2012 – Unclassified, Full Time, State position with benefits, \$14.30 per hour.

Job Description: Maintain & repair heavy-duty equipment such as tractors, large & small trucks, & accessory equipment. Perform service or repair on voltage regulators, generators, brakes, fluids and other components. Assist in removing, repairing & replacing drive train components. Perform minor body, fender & metal case repairs. Tools will be provided.

Minimum and Preferred Qualifications: Requires one year of experience &/or training in auto or heavy equipment repair. Must have a valid driver's license and the ability to obtain and maintain a Department of Defense Security Clearance.

How to Apply: The application process has 4 STEPS.

STEP 1: Register by completing the online Personal Data Form at <http://da.ks.gov/ps/aaa/recruitment/jobsteps.htm>

(Skip this step if you already have an Applicant ID number.)

STEP 2: Complete the official State of Kansas application form at <http://da.ks.gov/ps/aaa/recruitment/intro.htm>

STEP 3: Submit your online application to The Adjutant Generals Department. You may also submit a paper copy of your State of Kansas Employment Summary to: The Adjutant Generals Department, State Human Resource Office, 2800 SW Topeka Blvd, Topeka, KS 66611-1220 or to K. Noel, 1970 2nd St., RSMS-Camp Funston, Fort Riley, Kansas 66442, 785-239-8891.

STEP 4: Submit additional documents such as cover letters, resumes, transcripts, and/or certifications by e-mailing them to janice.l.harper@us.army.mil. Include your name and job requisition number on all correspondence when submitting documents. Contact Janice Harper (785) 274-1386 or Stephanie Burdett (785) 274-1460 for additional information. Your application will be considered incomplete and you may be found ineligible if you fail to submit the required documentation by the closing date of the vacancy announcement. Please reference Job Posting #171715. The Adjutant General's Department is an Equal Opportunity Employer.

To Apply: Register your Personal Data and Apply online at www.jobs.ks.gov **OR** contact
SHR, Adjutant General's Dept., 2722 SW Topeka Blvd, Topeka, KS 66611.

Stephanie Burdett: 785-274-1460 Marti Stadler: 274-1392 Jo Boswell: 274-1391

NOTE: On-line application and listing of other State Vacancies are available on the Internet, www.jobs.ks.gov

NEW Program Consultant for Crisis City – Salina Kansas **Kansas Division of Emergency Management**

Requisition # 171714 – Open until June 1, 2012 – Full time, unclassified with benefits, state position, \$21.13 per hour commensurate with experience. Standard 40 hour work week scheduled Monday thru Friday between 7:00 a.m. and 5:00 p.m. All application must be received by the closing date of 6/01/2012.

Job Description: The Kansas Adjutant General's Department, Division of Emergency Management is looking for an energetic person to promote the Crisis City Training Center located 7 miles Southwest of Salina Kansas. The position requires a charismatic individual dedicated to providing a safe and user friendly professional training environment for First Responders. The individual will be responsible for managing and maintaining the facilities, planning and construction of future training venues, building relationships with National Guard/military personnel, Response Agencies such as Law Enforcement, Fire and EMS as well as Special Response Teams, Private Industry, and Emergency Management Agencies. Additional duties will include marketing and promoting the Crisis City Training Center, budgeting and fiscal management. The position will require some evening and weekend work to meet the needs and schedules of Responders. Some travel will be required to market and promote the facility. The individual should have a strong working knowledge and or experience in Emergency Response and be able to create training venues and scenarios that provide realistic training and exercise opportunities for those participating with safety being paramount.

Minimum and Preferred Qualifications: Requires a high school graduation or equivalent and one year of experience in planning, implementing and monitoring activities relevant to the agency's programs. Education may be substituted for experience. To fulfill requirements of this position, travel throughout the State of Kansas is required. Background in public safety, construction management and/or marketing is desired.

PLEASE NOTE: Must have a valid driver's license and the ability to obtain and maintain a Department of Defense Security Clearance.

How to Apply: The application process has 4 STEPS.

STEP 1: Register by completing the online Personal Data Form at <http://da.ks.gov/ps/aaa/recruitment/jobsteps.htm> (Skip this step if you already have an Applicant ID number.)

STEP 2: Complete the official State of Kansas application form at <http://da.ks.gov/ps/aaa/recruitment/intro.htm>

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Critical Infrastructure Program Consultant **Kansas Division of Emergency Management, Topeka, KS**

Requisition # 171533 – Open until May 21, 2012 – Full time, unclassified with benefits, state position, \$18.26 to \$20.13 per hour. Standard 40 hour work week scheduled Monday thru Friday between 7:00 a.m. and 5:00 p.m.

Job Description: Critical Infrastructure Program Consultant: This position will support the Critical Infrastructure Prevention Program Coordinator in development of a comprehensive critical infrastructure program, by helping to identify and categorize critical infrastructure systems and sectors, assess and address vulnerabilities, identify interdependencies across sectors, and aid in the development of a state Critical Infrastructure Key Resources (CIRK) plan. This position assists in maintaining secure records and list serves with current individual contacts as well as forging new contacts with key stakeholders and critical infrastructure partners. The position will update and maintain the Automated Critical Assets Management System, an automated site profiling system for local and state governments to us in protecting CIRK. Performs site assessments of critical infrastructure to gather and compile written and visual data. Provides support to all programs within the Technological Hazards Section. Ensures expended funds are in compliance with Department of Homeland Security grant funding requirements.

Minimum and Preferred Qualifications: Requires a minimum of a high school diploma or equivalent. Prefer: Bachelor's Degree in Public Administration, Criminal Justice, Strategic Security and Protection Management, Intelligence Management, or Terrorism and Counterterrorism Studies. Desire training in Force Protection, Security Operations, Law Enforcement Operations, Public Speaking, Operational Planning and Database Management.

PLEASE NOTE: Must have a valid driver's license and the ability to obtain and maintain a Department of Defense Security Clearance.

How to Apply: The application process has 4 STEPS.

STEP 1: Register by completing the online Personal Data Form at <http://da.ks.gov/ps/aaa/recruitment/jobsteps.htm> (Skip this step if you already have an Applicant ID number.)

++SHR, Adjutant General's Dept., 2800 SW Topeka Blvd, Topeka, KS 66611, (785) 274-1391 or 1392.

To Apply: Register your Personal Data and Apply online at <http://da.state.ks.us/ps> OR Submit a completed State of KS Employment Summary & Personal Data Form to the Contact indicated.

NOTE: Listing of other State Vacancies are available on the Internet, <http://da.state.ks.us/ps>.

STEP 2: Complete the official State of Kansas application form at <http://da.ks.gov/ps/aaa/recruitment/intro.htm>

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